

MINUTES OF THE MEETING  
OF THE  
METROPOLITAN BUILDING COMMITTEE  
Friday March 5th, 1965  
Room 253, 1441 Drummond St.  
12.30 p.m.

ATTENDANCE: Mr. I.R.Tait, Chairman, Messrs. F.F.Fulton, W.D.Robb,  
A.E.Sargent, G.Shaw, E.Smith, H.Umphrey, N.Wrightson,  
F.G.Hubbard, C.M.McCully, R.C.Rae, R.S.Whittingham.

Regrets: Messrs. W.E.Adkins, R.E.Heartz.

GRACE: F.G.Hubbard said grace.

MINUTES: The minutes of the meeting held on January 15, 1965  
having previously been circulated were taken as read and  
upon motion duly passed were accepted as a correct record  
of that meeting.

H.F.HALL BUILDING-

PROGRESS REPORT Upon the request of the Chair, A.E.Sargent reported  
on the present status of the H.F.Hall Building which was  
stated to be slightly ahead of schedule. Fourth floor  
concrete work was presently being poured. Regular job  
meetings were being well attended and good co-ordination  
of all construction work was being maintained.

Discussion of floor coverings revealed a tendency to use  
pastic floorings on a number of local projects, and where  
practical similar floorings were being used on the H.F.Hall  
Building in place of terrazzo.

In general all progress was satisfactory with no critical  
path scheduling being necessary at the present time.

FEDERAL SALES TAX REFUNDS

Considerable discussion ensued concerning the most  
advantageous method to be used for processing a Federal  
Sales Tax refund claim.

A formula method of claiming a stated percentage of the  
total contract price (1.2% June 14, 1963 to March 31, 1964 -  
2.4% April 1, 1964 to December 31, 1964 and 4.4% January 1,  
1965 to date) was compared to the detailed method by which  
individual invoices for taxable material are submitted to  
the Government in support of a tax refund of 4%, 8% or 11%  
depending on the period involved.

It was suggested that a 1% to 1½% advantage could  
result from the use of the detailed method, however,  
enquiries concerning the present McGill University project  
revealed that they were in favour of the formula method.

It was stated that use of the detailed method invariably involved contentious issues between the Government and the claimant as to what constituted taxable and non taxable materials, and negotiations in this regard were often tedious and protracted, with a resulting increase in expense to the claimant.

It was pointed out that under the terms of the building contract the general contractor was required to submit details of materials subject to Sales Tax, and that in the case of the Provincial Government the present policy of Quebec was to deal only with the general contractor.

In order to be in a better position to assess which method should be used for the H.F.Hall Building, Mr.A.E. Sargent agreed to approach the general contractor with the suggestion that if it was decided to use the formula method, and by so doing the contractor would be relieved of his contractual requirement to provide details of materials subject to Sales Tax, would the general contractor be agreeable to an equal division between himself and the owners of the costs normally incidental to the provision of such detailed sales tax information.

#### ARCHITECTS FEES

The point was raised concerning the base upon which the architects fees are assessable in that the present contract price includes an amount for Sales Tax which will eventually be refunded by the Government, the architect maintains that his fees are assessable on total contract price which at the present time includes 11% Sales Tax, and he has been following this practice in his monthly billings.

Indirectly relevant to this question is the request by the consulting engineers employed by the architects to further consider their fee structure as agreed between the architects and the engineers in the light of additional engineering services required for laboratory layout and air conditioning work not previously foreseen by the architect. *by engineers*  
The chairman stated that a direct approach had been made by the engineers to him on this matter but that he had pointed out that our contract was with the architects and that the engineers should negotiate this matter directly with the architects.

It was stated that at this time no reason could be seen for any change to be made to the architects fee structure beyond what had previously been agreed, namely 5.3% up to a contract value of \$15,000,000. and 5% for any amount in excess of \$15,000,000.

The secretary was requested to submit to the Association legal counsel a copy of the contract with the architect and request an interpretation of Article II of the contract, in particular as such article applies to Liability for payment of architects fees on that portion of the cost of the work represented by refundable Sales Tax.



MANAGER PREMISES DIVISION

It was reported that Mr. G. Baird had commenced his employment as of February 15, 1965, and was presently familiarizing himself with central building operations.

In connection with the H.F. Hall Building, Mr. Baird had suggested that we hire our own heating staff as required during construction with the objective of building up a good background and historical knowledge of start up problems and maintaining continuity of staff. Subsequently some financial reimbursement could be arranged with the contractors for providing this service. This suggestion was to be further considered.

BRANCH RENOVATIONS & REPAIRS

A summary of repairs and renovations to branch buildings as taken from a survey prepared by Mr. L.C. Clark, was placed before the meeting - copy attached to these minutes.

Mr. F. Fulton made particular mention of item three - Ladies Toilet 2nd Floor - of the N.D.G. listing and stated that he had been asked to bring this to the special attention of the Committee. It was pointed out that there was on record a list of repair priorities relevant to N.D.G. Branch as made by the Board of that branch.

Due to the extent of the listing and the considerable expenditure involved in carrying out the repairs and renovations as suggested, it was agreed that Messrs. I. Tait and A.E. Sargent would give detailed consideration to the proposed repairs with a view to establishing priorities within the framework of total Association requirements.

H.F. HALL BUILDING - CHANGE ORDERS

A statement of change orders approved since the last meeting was reviewed along with a summary of the total contract position to March 3, 1965, copies of which are filed with these minutes.

Upon motion duly made it was unanimously resolved that such change orders be and they are hereby ratified and accepted as forming a part of the total contract position now amounting to \$18,989,545.

UNIVERSITY BOOKSTORE

Brief mention was made of the relocation of the University Bookstore from that shown on the original plans.

Full consideration at this time had not been made by the University of a suitable alternative location for the bookstore, and it was left with Mr. A.E. Sargent to make a detailed survey of presently available alternative facilities and to submit recommendations resulting from his survey.

TERMINATION OF  
MEETING

There being no further business for consideration, the meeting was declared terminated at 2:25 p.m.

---

Secretary

---

Chairman